

DATE: 03-09-05

TO: City Clerk

FROM: Representative Vivian Rojas

ADDRESS 2 Civic Center Plaza 10th Floor

TELEPHONE 541-4108

Please place the following item on the (Check one): CONSENT XX REGULAR _____

Agenda for the Council Meeting of March 15, 2005

Item should read as follows: The appointment of Romana Grijalva to the Foster Grandparent Program Advisory Council by Representative Vivian Rojas, District 7 {541-4108}.

SPECIAL INSTRUCTIONS: _____

Item No. _____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Foster Grandparent Program Advisory Council

NOMINATED BY: Vivian Rojas DISTRICT: 7

NAME OF APPOINTEE Romana Grijalva
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

Jesse Lascano

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: XX

RESIGNED _____

REMOVED _____

OTHER (SPECIFY): _____

EXPIRATION DATE OF INCUMBENT: 6/02

EXPIRATION DATE OF NEW APPOINTEE: 3/07

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

2nd TERM _____

UNEXPIRED TERM: _____

ROMANA P. GRIJALVA

OBJECTIVE: FOSTER GRANDPARENT PROGRAM ADVISORY COUNCIL MEMBER

PROFESSIONAL EXPERIENCE

CENTRO DE SALUD FAMILIAR LA FE, INC., El Paso, TX

Project Director, Senior Companion Program: Oct 1986--Nov 1996

- *Managed program budget of \$350,000
- *Wrote proposals to secure federal, state, city and private funds
- *Prepared monthly, quarterly and annual reports for funding sources & Executive Dir.
- *Supervised project staff, 130 senior volunteers & their service to frail elderly
- *Supervised project staff, 10 VISTAs, and their community activities.

CITY OF EL PASO MUNICIPALITY

Interim Foster Grandparent Program Director: Apr 1984--June 1984

- *Assisted in Director's capacity while Director was on maternity leave

Retired Senior Volunteer Program Field Worker: June 1984--Feb 1986

- *Assisted RSVP Coordinator. with management of 1,000 volunteers
- *Assisted CD Dept. in review/monitoring of social service contracts

Senior Companion Program Field Coordinator: Feb 1986--Sept 1986

- *Conducted community outreach to market new program
- *Assisted SCP Dir. to implement administration of program
- *Recruited, screened, selected and trained initial 25 elderly volunteers

TEXAS DEPT. OF HUMAN SERVICES, EL PASO, TX

Social Services Caseworker: June 1975--Feb 1979, May 1981--Feb 1983

- *Managed a caseload of 200 elderly cases for community care services
- *Coordinated pilot volunteer project (Mutual Aid/Self Help) with elderly

Clerical Supervisor: Mar 1983--Jan 1984

- *Supervised 20 clerical support staff for 3 Income Assistance Units

GROUP HEALTH OF EL PASO (HMO)

Director of Member/Group Services: Feb 1979--May 1981

- *Advocated for HMO Members, marketed plan to businesses and elderly
- *Assisted Medical Dir to review/authorize medical referrals to specialty Drs.

EDUCATION

FABENS INDEPENDENT SCHOOL DISTRICT, 12 YEARS

UTEP, 2 YEARS (60 HOURS)

PROFESSIONAL AFFILIATIONS (FORMER)

- *National Association of SCP Project Directors
- *TX Association of SCP Project Directors, Vice President
- *Area Agency on Aging Advisory Board
- *Human Services Advisory Council, El Paso Community College
- *Area Network for Disabilities and Aging (ANDA)
- *Adult Protective Services Advisory Board
- *Foster Grandparent Program Advisory Council
- *United Way Volunteer Bureau Advisory Council
- *Association of Volunteer Coordinators
- *Public Responsibility Committee, El Paso State Center
- *Society for Professionals in Aging
- *El Paso Council on Aging

APPLICATION
FOR
BOARDS AND COMMISSIONS
CITY OF EL PASO

Name Romana P. Grigalva District 7

Home Address

Home Phone

Business Address N/A

Business Phone N/A

Length of Residency in the City of El Paso 25 yrs ^{5+ yrs in El Paso County} Date of Birth

Educational Background UTEP 2 yrs, Fabens ISD 12 yrs

Employment Background La Fe Clinic 1986-1996; City of El Paso 1982-1986; TX Dept Human Services/Resources 1980-1983; Group Health of El Paso (HMO) 1978-1980; TDHS/R 1975-1978 (approx)

Volunteerism, Organizations, Community Service, Special Qualifications TX Dept on Aging Board (former)

Members: Natl Assoc. of Senior Companion Prog. Board Member (former); currently volunteer at Church - various ministries in communion to homebound elderly

References (Name and Phone Number):

Mr. Robert Salinas W-541-4643

Commissions and Boards in which you are particularly interested due to limited time schedule not able to serve on other Commissions/Boards. Thank you

Signature Romana P. Grigalva

Date March 4, 2005